

Special points of interest:

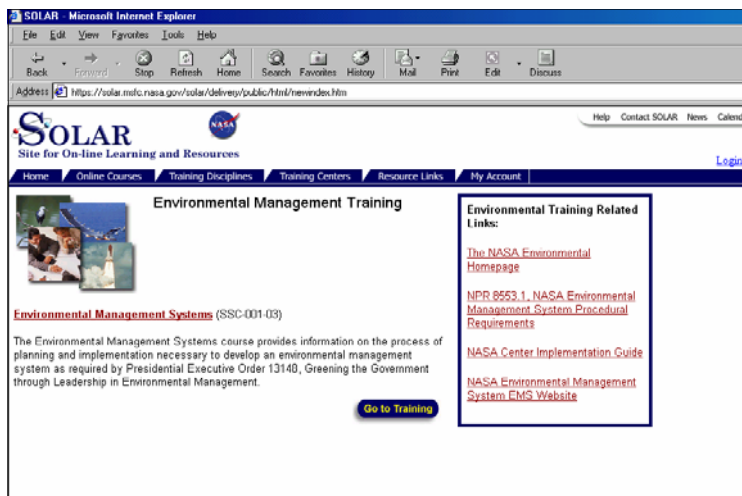
- The environmental management systems will support a core element of NASA's mission, "To understand and protect our home planet," by helping NASA's employees understand the relationship of the work environment to regulatory requirements, pollution prevention, energy conservation, and natural resources conservation.
- All of the NASA Centers are required to implement environmental management systems by December 2005.

New Discipline on SOLAR

Next time you visit SOLAR, make sure to view the new discipline page for Environmental Management Training.

There is one course available and several related links for you to explore. According to the discipline owner, Michael Green, other environmental courses are planned for future placement on SOLAR.

The current course, Environmental Management Systems, provides information on the process of planning and implementation necessary to develop an environmental management system as required by Presidential Executive Order 13148, Greening the Government (Cont'd on page 2)



New Courses on SOLAR



Mac OS X Security (ITS-001-04)

There is a new addition to the operating system security courses on SOLAR on the IT Security discipline page.

Mac OS X Security was developed as a joint effort between the Information Technology Security Awareness and Training Center and several members of the NASA Mac Working Group. This is the second operating system course that contains information written specifically for users with administrative privileges in addition to information for the system administrators. It has been designed to help users with heightened privileges keep their systems secure, and to help system administrators more effectively manage the security of their Mac OS X-based workstations or servers. This course was developed for version 10.2.6 of the Macintosh operating system.

Enhancements related to security that are part of version 10.3, released in October of 2003, will be noted.

Understanding Full Cost (FM-001-004)

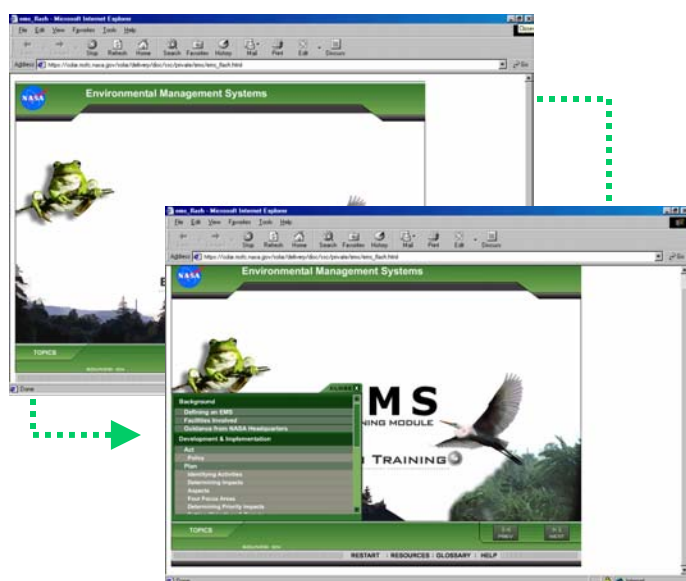
The Office of the Chief Financial Officer has developed a web-based training tool for Full Cost. It is now available on SOLAR. This course is meant to provide the NASA workforce (civil service and contractor employees) with a basic understanding of the principles and concepts of Full Cost. The course particularly focuses on: 1. Why NASA has moved to Full Cost Basic; 2. Understanding of Full Cost concepts; 3. Roles and Responsibilities for NASA's implementation of Full Cost; and 4. A few rules for our near term implementation.

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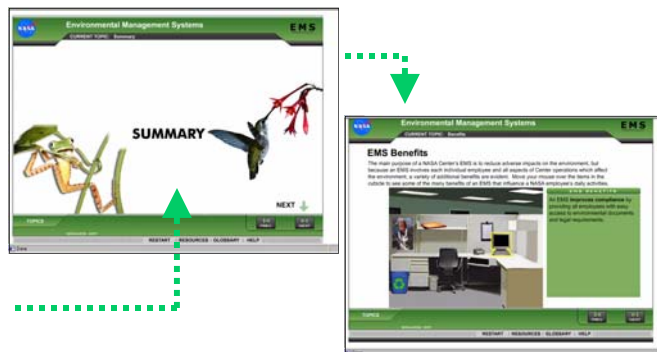
New Discipline on SOLAR- cont'd

through Leadership in Environmental Management. The environmental management systems will support a core element of NASA's mission, "To understand and protect our home planet," by helping NASA's employees understand the relationship of the work environment to regulatory requirements, pollution prevention, energy conservation, and natural resources conservation. All of the NASA Centers are required to implement environmental management systems by December 2005.

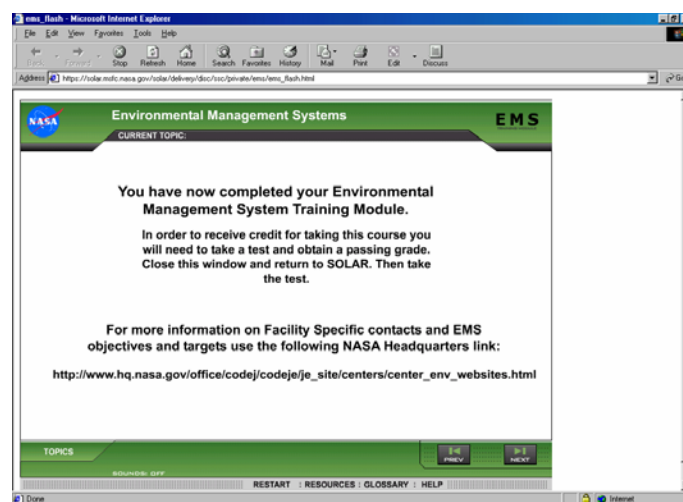
The friendly user interface, along with sound and animation, make the course very engaging. The course may also be viewed as text only.



By means of a pull-up menu, the learner may select a topic to review. The major topics are Background, Development and Implementation, Summary, and Benefits of Environmental Management Systems.



Once you complete the course, you may take a test. A score of 70% or higher is required to obtain a passing grade and credit for the course. Your training history will be updated automatically to reflect course completion upon passing the test.



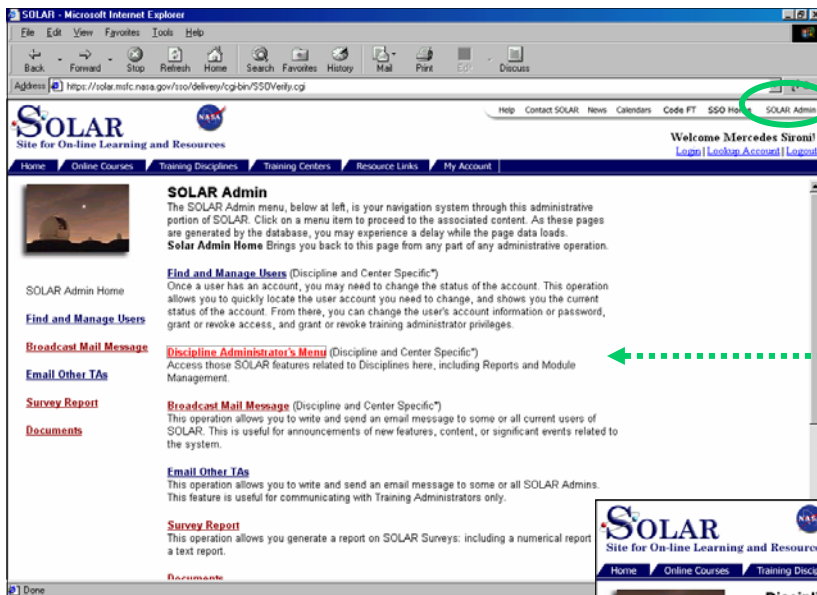
You may also print a certificate upon successful completion of the course.



SOLAR Release 1.6.4 - New Report Type on SOLAR

SOLAR recently released a new report type for use by training administrators. The report, called **Incomplete Training Report**, displays information about those SOLAR users that have NOT completed a particular training.

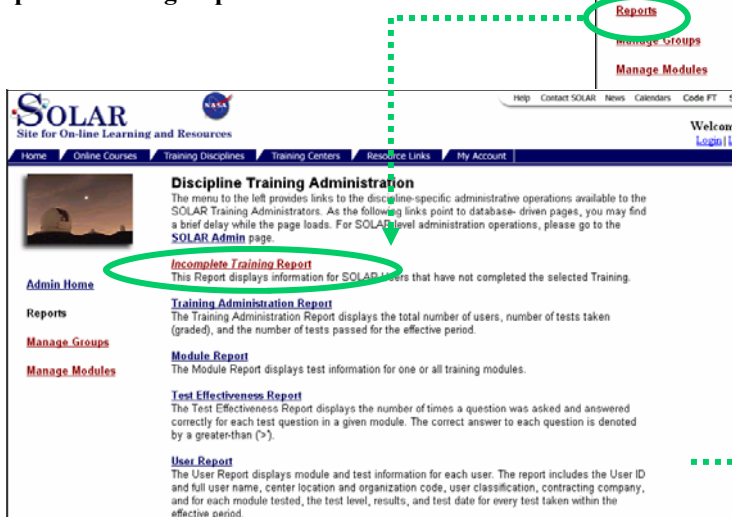
This information is important to training administrators that track training completion. The administrator will be able to select the training discipline, module, center, organization, and other parameters to narrow the search for individuals (civil servants and contractors) that have not completed a training.



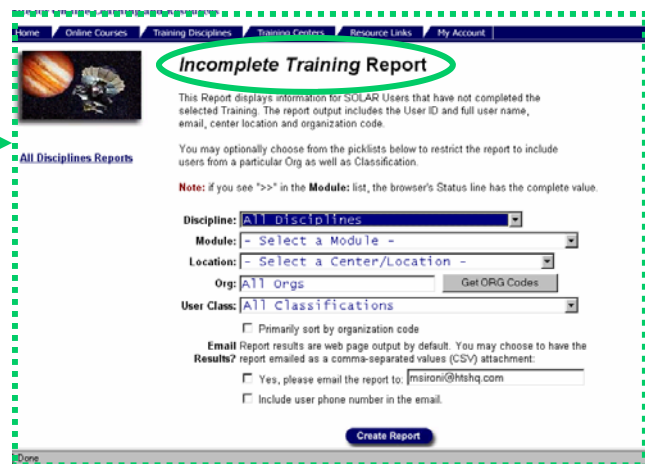
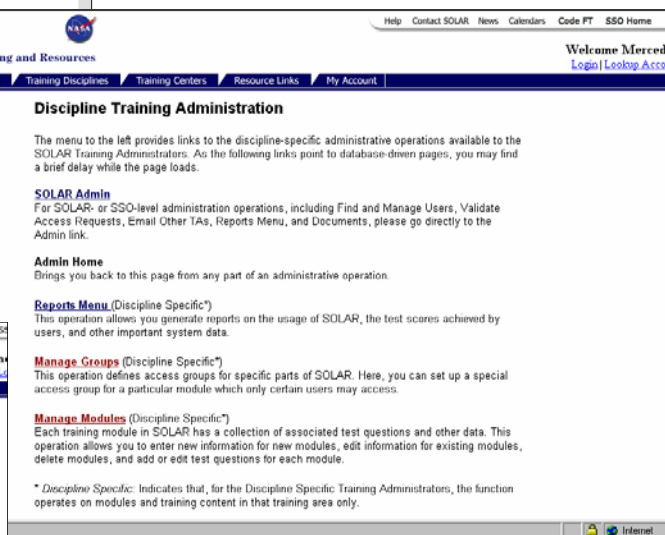
The Incomplete Training Report can be accessed by first clicking the “SOLAR Admin” button located on the top right side of the SOLAR home page (this button is visible after you log in).

From there, click on the Discipline Administrator’s Menu link, which provides access to those SOLAR features related to Disciplines, including Reports and Module Management.

Select the “Reports” link to see all the reports available to you, including the Incomplete Training Report.



In addition to this report, training administrators may access the Training Administration Report, Module Report, Test Effectiveness Report, User Report, Modules Certified Report, and SME Query Report. All these reports are part of the “Reports” family of administrative support available to training administrators.





<https://solar.msfc.nasa.gov>

Customer Service

Need help using the system to access or complete courses?

Contact the Help Desk at:

Help Desk (256) 544-7600

Toll Free (866) 419-6297

Email: solar.support@msfc.nasa.gov

Interested in using SOLAR for your training needs?

Please contact:

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For technical development questions, please contact:

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Training via WebEx-Part II

In the previous issue of the newsletter, we discussed WebEx, a virtual meeting/training collaborative tool currently being piloted at NASA.

Our e-learning group has since established a pilot team called "NASA Training." I assumed the role of team leader/coordinator and I am working with each Center training office to secure its own account.

The goal behind this effort is to give the training office at each Center access to a tool it can use to conduct training or virtual meetings.

The criteria that has been established for obtaining an account is as follows:

1. Participation in a WebEx training session. The objective of the training is to learn how to use the tool, become familiar with its many features, and ultimately host group meetings. The training modules are available online and can be completed in a very short time.

2. Regular use of WebEx. The pilot limits the number of users and we want to make sure the tool is needed and used on a regular basis rather than for a one time event.
3. Official use of WebEx. The NASA WebEx service is to be used only for NASA official business.

If you're part of NASA's training community, and would like further information on obtaining an account, please contact me, Mercedes Sironi, at (858) 495-0508 or (858) 405-5930.

Letter from the Editor



We hope you enjoy reading this issue of the NASA e-Learning Newsletter. The previous issues are available online at the SOLAR website:

<https://solar.msfc.nasa.gov>

A special thank you to the individuals that contributed to this issue: Gretchen Ann Morris, Steve Rowell, and Michael Green.

The next publication is due in May.